

**ANIMAL CARE SERVICES
ADVISORY BOARD AGENDA**

**BOARD MEETING MINUTES
SEPTEMBER 30, 2009**

COMMITTEE/STANDING COMMITTEE ANNOUNCEMENTS

**Presented by Charles Pruski
Presented by Randy Murdock**

SUBCOMMITTEE REPORTS

**Presented by John Bellett
Presented by Randy Murdock
Presented by Sallie Scott**

CONSORTIUM REPORT

Presented by Gavin Nichols, SAAF

AAPAW Report

**Presented by Sallie Scott,
Advisory Board Secretary**

DIRECTOR'S REPORT

Presented by Gary Hendel

NOTICE OF PUBLIC MEETING
A MEETING OF THE ANIMAL CARE SERVICES ADVISORY BOARD WILL BE HELD AT
The Animal Care Services Facility, 4710 State Highway 151, San Antonio, TX 78227

**ON WEDNESDAY, SEPTEMBER 30, 2009 AT 6:30 PM TO CONSIDER THE FOLLOWING
MATTERS:**

ANIMAL CARE SERVICES ADVISORY BOARD MEETING
Randy Murdock, Board Vice-Chair

At any time during the Animal Care Services Advisory Board Meeting, the Board may meet in Executive Session regarding any of the matters posted below in compliance with the Texas Open Meetings Act (Attorney-client, Personnel, Security, Real Estate) under Chapter 551 of the Texas Government Code.

1. Call to Order

CONSENT AGENDA, ALL TO BE DISCUSSED AND VOTED ON AT ONCE:

2. Approval of Tentative Meeting Agenda
3. Approval of minutes from August 19, 2009 meeting
4. Orientation Packet

REGULAR AGENDA

4. ACS Employee of the Month – *presented by Randy Murdock, Board Vice-Chair* 5 Min.
5. Citizens to be Heard
6. Committee/Standing Committee Announcements
 - a. Nominating Committee – *presented by Charles Pruski, Board Member* 5 Min.
 1. Election of Officers
 - b. Operations Committee - *presented by Randy Murdock, Vice-Chair*, 5 Min.
 1. Selection of Walk-through participants for next inspection
7. Subcommittee Reports – Adoption –John Bellett 5 Min.
 - a. Adoptions - John Bellet - 5 minutes
 - b. Spay/Neuter - Randy Murdock - 5 minutes
 - c. Operations - Sallie Scott - 5 minutes.
8. Consortium of Partners Report - *presented by Gavin Nichols, San Antonio Area Foundation* 10 Min.
Report regarding consortium's community education and awareness campaign on pet owner responsibility, including spaying and neutering; reduction of stray and homeless animals; best practices of animal care organizations; implementation of effective public policy and ordinances; fundraising; and the fostering of further development of consortium partners.
9. AAPAW Report - *presented by Sallie Scott, Secretary* 5 Min.
10. Director's Report - *presented by Gary Hendel, ACS Director* 20 Min.
Report regarding dead animal statistics; shelter population and adoption statistics; volunteer orientations, hours and training; ACS personnel information; ACS media contacts and coverage of ACS issues; Chapter 5 enforcement including animal permits, Veterinary Manager's report; Financial report by staff regarding ACS revenue collected, expenditures and donations
11. Announcement of date for the next ACS Advisory Board meeting

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2009 SEP 25 PM 4:38

DISABILITY ASSISTANCE NOTICE

This meeting site is accessible to persons with disabilities. Parking is available. Auxiliary Aids and Services are available upon request. Interpreters for the Deaf must be requested forty-eight [48] hours prior to the meeting). For Assistance, Call (210) 207-7245 Voice/TTY.

Esta reunión es accesible a personas incapacitadas. Se hará disponible el estacionamiento. Equipo y servicios adicionales (interpretes para los sordos) se harán disponibles si se pide con cuarenta y ocho (48) horas de anticipación a la reunión. Para asistencia llame al (210)207-7245 por voz/servicio de TTY.

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City of San Antonio Animal Care Services Meeting Minutes

DAY: 8/19/2009
TIME: 6:30 pm
LOCATION: ACS - 4710 State Highway 151

Members Present: William White, Carole Abitz, Randolph Murdock, Sallie Scott, David Garza, Shannon Espy, Pamela Hernandez, Charles Pruski, T.C. Broadnax and Gary Hendel.

Members Absent: John Bellett

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| 1 | Call to Order | Meeting was called to order at 6:42 pm by Chair Bill White. |
| 2 | Consent Agenda | Chair White directed the meeting with the consent agenda which consisted the review of the tentative meeting agenda. Chairman White asked for a motion to approve the consent agenda and the August 2009 meeting minutes. Carole Abitz motioned to approve the August 2009 minutes and Randy Murdock seconded the motion. The motion carried. |
| 3 | Employee of the Month | Chair White then proceeded to recognize the July 2009 ACS Employees of the month: David Perez. Gary Hendel recognized David Perez noting the hard work that he has demonstrated for ACS. Due to his efforts, David meets the high standards of an Animal Care Officer. |
| 4 | Officer Nominations | None |
| 5 | Citizens to be Heard | <p>Elizabeth Perkins
 The topic covered by Elizabeth was leash law in her neighborhood, Beacon Hill. Ms. Perkins stated that she is a volunteer with the Beacon Hill Neighborhood Association and as such has spoken about lose dog issues with her neighbors. Unfortunately, the feedback they have received has been negative. The Beacon Hill Neighborhood Association would like to see signs posted throughout the city which statethe city ordinance in regards to permits needed to keep and maintain animal welfare and information as to where a person can go to spay/neuter their animals. She would also like to extend her appreciation to the ACS Clinic for doing such a great job in setting up a clinic for spaying/neutering. She will be bringing in 1 feral cat a month and is hopeful that the spay/neuter program provided by ACS will play a big part in reaching the no kill goal.</p> <p>June Katchtik
 Ms. Katchtik stated that she is part of an organization called Brackenridge Park conservancy which is a new organization. The organization is non-profit and consists of a board of 21 members who are located around the park and advisory members are appointed every year. Employees of the museum, and lease holders in the park all comprise their board. They have been working closely with Parks and Recreation to be an advocate of the park. They are very interested in preserving and enhancing the good parts of the park, so the park can continue to be a valuable resource to the citizens of San Antonio. Their goal is to educate the public on how to take care of the park, and make better use of it.</p> <p>John Bachman
 John stated that he is very disappointed with the budget this year. Mr. Bachman had askedCity Council not to cut the spay/neuter budget which is the key to solving the overpopulation of animals in San Antonio. Mr. Bachman said that last year \$750,000 was set aside by the city for spay/neuter purposes. However, the money was not spent well, there is a van that's not being used and the rest of the money is not being properly allocated. Mr. Bachman's hope was to eventually have 2 to 3 million dollars spent on spay/neuter programs by the city. He also stated that this year's budget is proof that ACS as an organization is taking a step backwards rather than forward. He is very disappointed the board did not attend any of the budget meetings to advocate the need for funds needed for spaying/neutering. He said that he has never seen the board tryto convince City Council to not cut funds for spay /neutering in 15 years.</p> <p>Ariana
 Ariana's topic covered was about leash laws. She is a member of a group that tries to socialize dogs. They cater to pit bulls but will help any dog. She mentioned that she sees too many dogs off their leashes and their owners do not care of the leash law even though they are aware of it. She called the lose dog incident at the park to ACS but nothing has been done. She also called the Park Police to talk about the leash law to the people</p> |

		<p>in the park but unfortunately the Park Police carries 2006 city ordinance instead of the new 2007 ordinance. The Park Police stated to the group at the park that there are only 11 parks in the city that require dogs on a leash. However, this information is incorrect. Commissioner Murdock stated to Ariana that he will address this issue with Janet Morgan.</p> <p>Pamela Hernandez</p> <p>Ms. Hernandez stated that her topic was about leash laws. She stated that she saw our website which it says that dogs have to be on a leash, but can also be controlled by voice commands and agrees with Ariana in that this is contradictory information. Chairman White stated that he will speak with the Parks and Recreation Assistant Director to let him aware of this problem and find steps to resolve them.</p>
6	Subcommittee Reports a. Adoption Subcommittee	No Report.
	b. Operations Strategic Plan Report	<p>The walk-through was conducted on Thursday, September 17 and Friday, September 18, 2009 consecutively by Randy Murdock.</p> <p>The Board member was professionally received at the reception area. Area was clean and tidy and had plenty of information on ACS services for the public to easily access. The administration office was orderly. It was noted that staff throughout the facility was very professional and offered assistance several times. The play yards were not being utilized.</p> <p>Cats</p> <p>The cat building was almost empty. 42 cages one day and 38 cages the next.</p> <p>Cruelty</p> <p>There were 7 officers present. The office was orderly and the officers were neatly dressed & groomed.</p> <p>Clinic</p> <p>The veterinarians were busy performing surgeries. There were 12 employees present and the clinic was orderly.</p> <p>It was also noted that the education area in the Annex was tidy, but the office was locked. A review of the Volunteer office was done and noted the following items lacking: no volunteer sign-in sheets, no orientation material present, zero donation items and no volunteers in the facility. There seemed to be no trash liners anywhere and no evacuation plans posted. The kennels cards- backsliding- one dog showed up at an adoption event with the name unknown and then others were named after states. In regards to the adoptive animals, they are scattered. You have to look for the green sleeve. Concern about spread of disease.</p>

7. Off-Site Facility Subcommittee

Randy Murdock reported on the following:

The committee met on August 10. Those present at the meeting were Gary Hendel, Mona Thaxton, Rita Braeutigam, Marcy Lynch, Gary Hendel, Laura Cantu and Hugo Vital. The committee concentrated on three topics: the future of the former ACS site across from the zoo. They discussed other people who were interested in the site including the zoo, school districts, and parks and recreation which holds the lease for Brackenridge Park, and the Historical Preservation department.

The committee also spoke about steps to obtain funding for the multiuse offsite service center. It was pointed out that grants were needed for funding purposes. These grants should come from the \$408,000 the city has, as well as from other agencies. Use of the site was discussed that the center was originally going to be used for adoption events. Spaying, neutering and education were all identified as priorities for use of the new center. Spaying, neutering and education will probably receive grants to fund these services. Gary Hendel will speak with T.C. Broadnax to confirm the site of the new facility and \$8,000 will be earmarked for ACS. Marcy Lynch and Bill White will help secure commitment from the agencies providing funding. Gary Hendel will work with Lisa Norwood and Molly Walker to discuss the placement of signs for the site and a press release.

A news conference will be held to promote the facility. The new name of the facility will be the ACS Community Center, spay/neutering and education will be on the sign. Marcy Lynch will meet with Steve M. to discuss future designations for the guests from the Alamo Area foundation. Mona Thaxton will further pursue this endeavor in order for ACS to obtain funds. Mona Thaxton and Laura Cantu will give Randy Murdock the necessary documentation and will write additional grants requesting more funding.

Randy stated that the next site visit for the committee is scheduled for 11:30 a.m. on August 20, 2009. Bill White hopes to bring a friend to the next meeting who is familiar in constructing new sites. Sallie Scott stated that she had spoken with an architect firm that gave her an initial plan for the new site. Plenty of parking will be available for customers and suggestions were made to place a

decorative dog house in front of the site. The doghouse needs to look attractive to children due to all of the zoo's traffic.

8. Public Relations / Education Strategic Plan Subcommittee

No Report.

9. Consortium of Partners Report

The Consortium of Partners report was given by Gavin Nichols:

Gavin stated that the bilingual comic books are almost fully distributed. He turned over 3000 of these comic books to Jesse Enriquez, and they have about 50 left if they are requested by customers.

Gavin stated that the now defunct Own Up SA website's information was placed on the Animal Area welfare foundation's site. This resource will allow citizens to obtain information on spay, neuter and adoption services.

Gavin noted that two agencies are working with the subcommittee to develop a new name for the group. UT in San Antonio has posted educational information on their site for teachers to use. A pet registry system is in the early stages of development which will be area wide. This system will be available for citizens to register their pets themselves. This information will also be available for neighborhood groups to go door to door for any registration drive they might have in their neighborhood to identify all pets that are registered. Gavin said it would take about six months for this project to be completed. Some deliverables will take place during the 6 months, so the system will be somewhat functional.

Gavin stated that the Humane Society of San Antonio hosted a volunteer management workshop on August 14. About 35 people were in attendance from different animal welfare agencies. ACS attendance at this workshop was fairly high. Gavin thought the workshop was success. This workshop was conducted by the volunteer specialist from the United States Humane Society, and the volunteer services specialist from Town Lake Animal Shelter in Austin.

Gavin wanted to remind the board that these types of workshops take place on a quarterly basis. Gavin stated that the next meeting for his committee will take place on September 9. Two new members will be added, Roger Stevens who is a lawyer representing neighborhood associations and Bryan Patton who is apart of Spurs sports and entertainment. He will be bringing marketing and business expertise to the subcommittee. Gavin hopes to announce a third new member by next month.

A question arise about the future of Own Up SA's website, and Gavin stated its original owners had other plans for that domain.

10. Friends of Animal Care Services

Sallie Scott

Sallie reported that there was a general meeting on July 16, and she thanked Gary Hendel for being the guest speaker.

On Saturday August 1, the super adoption event at rolling Oaks mall took place, and 125 dogs and cats were adopted. Also on August 1, the family fest able protected connected event took place at St. Paul's Methodist church. It was sponsored by Child Protective Services, and an APAW table was present.

On Saturday August 15, APAW participated in the Hoops and Hounds event held at the ATNT center. Sallie also spoke about an upcoming event: APAW is requesting ACS to recruit volunteers and they need to be scheduled.

An adoption event will take place on September 12 and 13 at Petsmart located at Dezavala and IH 10. Petsmart charities will be paying \$25 to groups for each animal adopted at this event.

Sallie stated that an adoption event will be held on September 26 at the Alamo Heights pool. Snipsa's 5-k run will be followed by an adoption event no date given.

Mr. White stated that he received an e-mail from either APAW or ACS stating that a registry of volunteers was being established.

11. Director's Report

ACS Director Gary Hendel reported on the following

Gary stated that months have been spent on training staff on breed identification. For example, staff is shown the difference between an English bull dog, a pit bull, and a bull terrier. Caesar Milan will be providing a public service announcement on responsible pet ownership. ACS is partnering with Spay SA, and 200 surgeries have been completed on pit bulls. A similar project took place last year, and it was a success. Gary predicts this one will be no different.

Gary stated last month to the board that at least 10 adoption events would be taking place per week. They tried this, but it failed miserably. Adoption staff would be at the events during the allotted time, and only one animal would be adopted. Gary concluded

these weren't a good use of money and time. Therefore, ACS plans to hold more offsite adoption events during the weekends and hopes this change will make the adoption events more successful.

Gary stated that not only is Natalya working on the website, but also e-mail blasts through Chameleon. According to Gary, Chameleon has the ability to send e-mail alerts regarding a dog or cat that has come into the facility. Mainly rescue organizations are the recipients of these e-mails. If an individual tells ACS they're interested in German shepherds, Chameleon can be setup to send them an e-mail every time a German shepherd is brought into the facility. The e-mail will provide a description of the dog, the day it came in, and when it will be able to be adopted. The end result is that enough rescues are interested in adopting this dog.

Gary stated that the rescue policy has been rewritten. Unfortunately, it is not ready for presentation. The policy basically opens up the shelter to any rescue groups that have been approved. APAW will partner with ACS in screening rescue groups to make sure they're compatible with the certain breed they want to rescue. The policy protects the animals, and allows them to be taken from the shelter quicker, and the policy also allows rescuers to be notified in a timely manner, and it ultimately reduces the euthanasia rate. The life release rate at ACS is at 32% right now. Gary calls this number very low and pathetic. Gary states to increase this rate, partnering with APAW and other rescues, and adopting more animals must happen.

Gary also stated that the ACS budget has been hurt this year. In spite of this, Gary says there will be more outreach programs and volunteers. The rescue summit will be held on September 23. All rescuers are invited. The summit will take place from 5:00 p.m. to 8:00 p.m. free of charge. The rescue policy will be shared with all rescuers at that time. Regional experts are also invited to talk about volunteer building. Gary said that they need a rescuer who takes 3 animals out of the shelter per year, to partner with another rescuer to take out 6 per year. Gary states that if rescuers double the number of animals they take from the shelter, the closer they'll be to no kill. Gary also said that rescuers and volunteers also need to be taught how to raise money. Fund raising and organizing small events will also be discussed at the summit. Tips will also be given on how to help rescuers help ACS. One doesn't have to be a rescuer to attend this event, if one is just simply interested in rescuing, they can attend.

Chairman White wanted Gary to explain how ACS plans to employ more volunteers. Gary responded by stating that the budget right now is designed to redirect 11 positions, and 11 positions will be lost. Nobody will lose their job, they will just be reassigned to vacant positions, and the few people whose positions are being eliminated resulting in them leaving ACS, will find "homes" (Gary's term for jobs) in different city departments.

ACS is losing two vet technicians, in turn; they'll be gaining 2 college interns to help out in the vet clinic. ACS's volunteer coordinator resigned 3 weeks ago. In the meantime, Melissa McMahon will be assuming the role of volunteer coordinator until Gary can meet with TC to ask for funding to hire a new person. Gary believes the volunteer coordinator position is critical because if they're losing staff, they have to rely on volunteers. This past year, 6500 hours of volunteering took place. An agency this size should be producing 25,000 volunteer hours a year.

Board Member John Ballet is requesting Gary discuss ACS's scanning procedure. Gary responded by stating that every animal that comes into the shelter is scanned. They are scanned when animal goes through intake, its scanned when it goes to the vet clinic, and it's scanned one final time before going to EBI. Sometimes micro chips aren't recognized due to the scanner battery being low, or the chip has migrated. Scanning animals multiple times allows ACS to detect micro chips. Not only is scanning taking place upon intake, pictures are also taken along with owner information.

John had a second question and he asked Gary Hendel, how many scanners ACS had? Gary responded by stating that each ACS truck has one, if a dog is picked up, while in route, the aco can call the owner and return the dog to its home in a perfect world, but ACS has found out its easier to bring the animal to the facility. There are 3 scanners in the intake area. Gary estimates ACS has at least 50 scanners total, and employees have been trained on how to use them. At one time scanners were designed to recognize only certain micro chips like those made by Home Again or Avid exclusively, now ACS has universal scanners recognizing all micro chips.

John also wanted to know if there was a policy for euthanizing owned animals. Every animal stays at the shelter at least 72 hours. If one comes in with a micro chip, the owner is immediately contacted. If an owned animal is injured to the point it would be inhumane to keep it alive, and it has a micro chip, either the owners are contacted first, and then the animal is euthanized, or the animal is euthanized and the owner is contacted. Gary responded to Mr. Bellet by stating that this isn't ACS's policy, but incidents like the ones mentioned above have happened. If an animal is grossly injured the animal is put down and the owner is notified.

John stated that ACS didn't handle an incident fairly, where a chipped dog was euthanized. John thinks ACS should have admitted they made a mistake in not scanning the animal for a micro chip, the outcome could have been the same, but at least an attempt would have been made, or ACS would have at least admitted they made a mistake. Gary responded by stating that several things went wrong concerning the dog in question. The scanning process wasn't incorrect. Rather, Gary opened his mouth and defended what ACS did without accurate information. Gary admits that was a mistake on his part. Gary stated the decision the ACS vet made would be backed by him any day of the week. The vet examined the dog and said it was a hazard to the shelter because of the disease it carried.

The vet deemed keeping the dog alive to be inhumane. Gary admits he never saw the dog. Gary doesn't have a problem with the decision. The problem he had is that he received an e-mail at 11:00 p.m. that night. The same e-mail went to the media. By that time, the problem was already out of Gary's hands. Gary received a call from the media saying they were going to run a piece using only one side of the story. Gary wanted to find out ACS's side of the story to obtain balance. The problem with that was that he received misinformation. Gary was told 3 vets saw this dog, and it was euthanized. The reality is that the head of the clinic at ADL saw it was sick, and sent it to ACS. One of ACS's vets looked at it, made her diagnosis, and called the chief vet. 3 vets were involved in the diagnosis of the dog, and that is what Gary told the newspaper, when it was portrayed that only one vet examined the dog before its euthanasia. Gary states there was no cover up, but rather an error was made. The error started with Gary because he didn't want a negative article to be written without at least having ACS's side of the story being told. There was no scanning error because the intake specialist saw the dog, saw a vet walking by, paged a vet who was in the same building, the vet commented "wow that dog looks sick! Get it out of here it's a health hazard for the rest of the shelter!" They had time to take a picture; they should have had time to scan him for a micro chip. Everything happened so fast, a mistake was made.

John responded to Gary's statement by stating that he believes it's important to follow scanning procedures established. He further states that these mistakes are chronic at ACS at ACS where dogs aren't scanned, and end up in EBI. John just wants policies in place, and to be followed. Gary agreed with John. Gary stated that since the incident, ACS has tightened up on the policy, the rescue policy in particular because a lot of rescuers were upset because they didn't have the opportunity to provide medical attention to that dog. ACS took that opportunity away from them by automatically euthanizing the dog. Gary also stated that he made an emergency decision, and still thinks it was the right one, but how can this be prevented in the future? From now on, if an animal comes from APAW, the rescuer will be called because they're the owner of the dog in ACS's records. Failing to reach them, they will attempt to call a representative from APAW as a secondary contact, or APAW will give ACS their vet's information, and that animal will be automatically transferred to APAW putting the dog's life in the hands of Papaw's vet. This procedure will take away the decision making process from ACS concerning the outcome of the dog.

Sally Scott asked Gary Hendel by asking that she could see how important it was to get the dog out of the front lobby, but where did it go? Gary responded to Sally by stating that the dog went straight to EBI. Sally asked if there was a scanner in EBI, Gary said yes, and Sally said another opportunity to scan the dog was missed. The vet said the dog was sick, and dangerous to the shelter, it was shedding the virus all over the lobby. Gary stated that the vet did attempt to call the owner, but nobody was home. She had to make a quick decision; the decision was to euthanize him. Gary has no problem with her decision, but he does have a problem with the dog not being scanned when his picture was taken.

John Bellett proceeded by stating that he thinks that if the dog had been scanned at intake, 30 extra minutes could have been given for the owner to receive the message, and perhaps the dog's life would have been saved. ACS could have been informed the dog wasn't sick, but rather had a neurological condition. Gary agreed with Mr. Bellett, if scanning was done, they would have asked the owners to come get their dog. Sally Scott stated that it's wise to remove a dog with distemper from the front lobby because the disease spreads quickly. Gary stated that after this unfortunate incident, everybody knows to scan for a micro chip as soon as the animal enters intake. When an emergency happens, and things are happening so fast, sometimes policies are not always handled. This case was one out of the ordinary.

John says that everything would have turned out better for ACS and Gary in particular if the scanning policies had been followed, even if the outcome turned out to be the same. Gary also stated that he never got a chance to handle the problem before it went to the media. Gary stated that maybe he was too slow in reading his e-mail. Gary stated that he was also called a liar by those who didn't have all the facts, his deputy director was called a liar, his PIO was called a liar, and his vet was called a murderer. On top of those accusations, ACS, the agency was called incompetent. Gary stated that all ACS did were they took a deathly ill animal, tried to contact its owners, and then euthanized it. Gary knows they did some wrong things but not everything was bad. Gary didn't lie to anybody, he admits to making mistakes, but he didn't lie. Sally Scott mentioned she read somewhere that there was no time to scan for a micro chip. Gary stated that he didn't see that. Sally Scott admitted that she was in disbelief when she read that, and Gary said it takes 15 seconds to scan for a micro chip. Gary stated that this tragedy could have been avoided, if the dog had been properly scanned. It just goes to show that things like this need to be discussed, and as a result, this mistake has made ACS better.

Sally stated that there should be more than one number ACS can reach an owner of an animal that is chipped. Gary stated that he wants a resource to call that everyone can respect if the owner can't be reached. Until the rescues respect the decisions of ACS, he wants somebody else to make decisions. White mentioned having an APAW contact available if a rescue doesn't respond. Gary also mentioned having a vet's office willing to participate with APAW in doing work for them could also be a contact resource.

12. Next Meeting Date

The next meeting date was selected and will be held on September 30.

13. Adjourn

The meeting adjourned at 8:25 pm

Orientation Packet
for
ACS Advisory Board
September 2009
Sallie Scott, Secretary

Since there are or will be so many new members of the ACS Advisory Board, I have written an orientation booklet for all Board members with the essential material needed to answer questions from the public. Currently ACS staff is evaluating the booklet and will be making suggestions of additions or deletions. Hopefully, this will be ready by the next board meeting.

Also included is a sample report to give to your council person whom you represent. John Bellet first gave me his report several months ago. Hopefully this will help you in making your report to your council person.

In addition, I have been taking pictures of employees. Diana Padilla and Natalia Fernandez are currently putting the names and positions to go with the pictures. I'm hoping to include these pictures in the booklet so when board members are visiting ACS or doing walkthroughs, they will be able to identify employees.

I have recommended a short course in Chapter 5 Ordinance when the vacant positions are filled with a Q & A session included.

Sallie Scott, Secretary

Ordinance Review Update

The Spay/Neuter Committee was asked to review some proposed Ordinance revisions. The parameter was set by the Chair of the San Antonio Animal Advisory Board that this would not be a review of all of Chapter 5 but to narrow our scope to spay/neuter issues or areas which need to be tightened within the ordinance.

Committee members

Kathie McGowan

Joel Hailey

Ellen Lockwood

The following items were proposed, by Mr. Hailey, for discussion:

SALES OF DOGS/CATS

Issue: there are Loopholes associated with litter permits, sales of dogs/cats, and advertising.

Proposal:

- 1) A law specifically requiring anyone who sells dogs or cats within the city limits, or who circulates an ad to sell dogs or cats within the city (whether a resident or non-resident) must obtain a sales permit and must comply with certain criteria (e.g. no more than 1 litter can be sold, advertised, or placed within the city each year-- "placed" is to cover city residents who go outside the city limits to purchase an animal and then bring the animal to live within the city).
- 2) A non-resident dealer license (like Pennsylvania) of \$300 per year which can be revoked for failure to comply with San Antonio laws. (See 3 P.S. Sections 459-209 and 459-211.) Maybe limit sales or ads in San Antonio to 1 litter per year per non-resident dealer because they

compound the animal overpopulation problem. Require puppies sold to be in good physical and emotional health, vaccinated, with health criteria listed.

3) Ads must disclose vendor's name, physical address, mailing address, phone number and permit number.

4) Change "litter" permit to "breeding" permit to cover both males and females.

TETHERING

Issue: Tethering--unspayed/unneutered animals without supervision in unfenced yards creates more of a risk of reproduction and harm to the animal.

Proposal: Litter and intact permits should not be issued for those individuals who tether their animals

MICROCHIPPING

Issue: It is unclear how an animal's rabies license should be registered.

Proposal: Include under the ordinance specific language to include micro chipping as the vehicle for registration.

PET LIMITS

Issue: Should there be a Grandfather clause regarding pet limits?

Proposal: That Chapter 5 include in the pet limitation section that the new law not apply to those who had animals prior to January 1, 2009. However, the proposal would only be effective for those who could show proof of ownership prior to that date with Veterinarian records.

Issues not related to ordinance itself.

EDUCATION ON ANIMAL CODE: There has been an apparent lack of communication on the part of the City regarding Chapter 5 and in particular intact and litter permits requirements.

Suggest:

Frequent press announcements by ACS and city government

Public service announcements and billboards

Recommendation:

There were many more recommendations that came up from subcommittee members who received input from the community. However, these suggestions were not issues relevant to this committee.

Therefore our recommendation is that at the conclusion of the first year that the Chapter 5 changes have been in effect, the Chair of the San Antonio Animal Advisory Board convene a full panel review of Chapter 5.

FERAL CAT PROGRAM

TNR is the method of humanely trapping feral cats, having them spayed or neutered, vaccinated and then returned to their colony.

POLICY

It is Animal Care Services (ACS) policy that cats that run at large are not considered a nuisance and are exempt from all leash laws according to Chapter 5 of the San Antonio City Code.

PURPOSE

To ensure that the Trap Neuter Return Program is processed in a consistent manner and that the guidelines listed below are followed accordingly.

SCOPE

This policy applies to all ACS personnel

Run at large shall mean free of restraint while outside the boundaries of the real property of the colony manager.

RESPONSIBILITIES

Include the following:

1. The TNR Coordinator has the responsibility to ensure that these guidelines are followed and the documents maintained.
2. The TNR Coordinator is responsible for complaint resolution.
3. The TNR Coordinator is responsible for reviewing all claims of feline nuisance.

REFERENCE

Chapter 5, Code of Ordinances, City of San Antonio

TRAP NEUTER RETURN

PROCEDURES FOR COLONY REGISTRATION

1. TNR Colony Managers shall register their colonies with the City of San Antonio. Colony registration is required when there are 8 or more cats in the

colony. However, a colony manager may register a colony if there are less than 8 cats.

2. For colony managers, the following information shall be collected and recorded

- a. Name of colony manager and alternate emergency contact
- b. Physical address indicating location of feral cat colony
- c. Number of years the colony has been in existence
- d. Number of caretakers for each colony
- e. Low cost programs and/or veterinarian with whom colony manager regularly works
- f. Verification from a licensed Veterinarian that all feral cats are vaccinated against rabies, spayed or neutered, and ear tipped / notched OR the process for trapping the cats and having them sterilized and vaccinated is underway. This includes, but is not limited to certificates, medical receipts etc.

3. Inspection of TNR colonies:

- a. Approved colony managers must agree to an outdoor inspection by ACS staff at their colony location.
- b. The TNR Coordinator is to designate the staff or employee to perform the inspection.

ANIMAL NUISANCE

The action of a cat constitutes a public nuisance when that animal disturbs the rights of, or threatens the safety of, or damages the property of the general public or interferes with the ordinary use and enjoyment of their property.

REFERENCE

Chapter 5, Code of Ordinances, City of San Antonio

Complaints

Procedures for Field Complaint Resolution

- a. ACS officers will investigate complaints about cats at large.

b. If feral cats are being fed by a caretaker and unsterilized, ACS officers will issue a notice of violation (citation) and provide the caretaker with educational information. The caretaker must complete an ACS application to be a colony manager within 20 days and may be asked to contact an approved feral cat group. The SAFCC provide(s) direction, including trapping and sterilization of cats, as well as other support required by colony managers.

c. For sterilized feral cats (left ear notched / tipped), ACS officers will conduct an initial investigation into the alleged nuisance. If the colony is not registered, the ACS officer will provide the caretaker with a colony registration application, which must be filed within 20 working days. The ACS Officer will also advise the caretaker to contact an approved feral cat group. The ACS Officer(s) will file their report of the alleged complaint with the TNR Coordinator.

d. ACS officers will be responsible to ensure the information is entered into Chameleon and provided to the TNR Coordinator for follow up and resolution.

e. If the feral cats are registered and disturbing the neighbors, the TNR Coordinator will provide educational materials, including intervention techniques to the complainant. Severe cases will be reviewed on a case-by-case basis and in extreme cases the feral cats will be trapped and relocated. Assistance from San Antonio Feral Cat Coalition may be requested.

Procedures for individuals Calling With Nuisance Complaints or presenting a complaint at the Shelter)

Caller will be advised of the following:

1. Upon receipt of a sworn affidavit of complaint, signed by one or more individuals before an individual authorized by law to take sworn statements, the ACS Staff member shall place the complaint in the TNR Coordinator's mailbox.
2. The complaint shall contain the following:
 - a) Description of the incident involving the alleged nuisance cat as described above
 - b) The date and location of the incident
 - c) The name and address of the owner or Colony Mgr. of the cat (if known)
 - d) Description of the cat(s) involved in the incident
 - e) Proof of nuisance (photographs)

3. Within 24 hours of receipt, the TNR Coordinator or their designee shall investigate the complaint.
4. The investigation must include determining if there is a colony in the approximate area where the animal nuisance is occurring. The owner or colony manager of the cat shall have the right to provide an affidavit or statement concerning the animal.

DETERMINATION

1. The Field Manager will review all facts and make a determination of whether the actions of a particular cat or cats constitute a nuisance.
2. If the cat is determined to be a nuisance, the complainant will receive in the mail a notice authorizing the capture or trapping of the nuisance cat. The colony manager, if known, and the San Antonio Feral Cat Coalition, will also receive notification of the finding. [All notifications should be sent out with return receipt requested]
3. If the cat is determined to NOT be a nuisance, the complainant's will receive in the mail a notice to that effect and the request to trap / capture the cat will be denied and the Colony Manager will be notified and remedies put in place. The San Antonio Feral Cat Coalition should also be notified and assist the Colony Manager with remedies as needed. [All notifications should be sent out with return receipt requested]

APPEAL PROCESS

1. Individual owners or colony managers will be allowed to appeal the decision of the ACS Field Manager. Colony managers will have 72 hours to notify the Animal Care Services Director that they intend to appeal the decision. [72 hour notification begins upon receipt of the nuisance notification]
2. Individuals will send a written notice to the Director, Animal Care Services of their intent to appeal.
3. The Director of Animal Care Services will conduct a hearing before a committee consisting of the Director or Assistant Director, a member of the San Antonio Feral Cat Coalition, and a member of the local community to hear the appeal of the individual.
4. The hearing must be scheduled with 72 hours of notification of appeal.
5. Individual will have the opportunity to present their evidence and or witnesses.

6. The committee's ruling will be the final decision.

INTAKE

1. Upon intake, the Cashier will notify the TNR Coordinator that a deemed nuisance cat has been brought to ACS.
2. Authorization notice must accompany the cat when the cat is brought to ACS.
3. The TNR Coordinator will verify that the trapped / captured cat matches the cat listed in the affidavit and verify if the cat has a micro chip.
4. The TNR Coordinator will approve intake of the cat.

DISPOSITION OF ANIMAL DETERMINED TO BE A NUISANCE

1. The TNR Coordinator will ensure that the appeal process has been completed and the animal has been deemed a nuisance.
2. The TNR Coordinator must contact the SAFCC representative to determine if the cat can be relocated.
3. If the animal can be relocated, then a representative of SAFCC will have 72 hours to transfer the animal from Animal Care Services and relocate to another colony. The TNR Coordinator will ensure the animal is micro chipped prior to transfer and the new location recorded into Chameleon.
4. If the animal can not be relocated, the animal will be humanely euthanized according to established practices at Animal Care Services.

TNR Subcommittee

History

The Spay/Neuter committee of the San Antonio Animal Advisory Board was assigned the Trap-Neuter-Return subcommittee.

The following individuals serve on this subcommittee.

Kathie McGowan, Chair

Marcy Lynch

Jenny Burgess

Chris Montgomery

Gavin Nichols

Initial Meeting

The initial meeting discussed the following issues:

1. City Ordinances
 - a. Licensing
 - b. Colony Registration
 - c. Nuisance Laws
2. Education
 - a. Public
 - b. ACS

The discussion revealed that there was a great deal of confusion over the City Ordinances. In order to resolve these questions, a meeting was requested with the Interim Director.

TNR Subcommittee Meeting with ACS Interim Director

February 26, 2009

Agenda

1. **Staff Education: Issue:** There have been reports from individuals that ACOs may not be fully aware of City ordinances with regard to TNR. [For instance, some ACOs are insisting that the law requires micro chipping and it does not] This issue is presenting problems of inconsistent information to the public and may lead to the TNR program not continuing to be an effective tool for stray animals. Another issue is that when a complaint has been filed, permit seekers are told they cannot apply for permit registration. What are the procedures in place to ensure it is a legitimate complaint in order to avoid a problem of just bad neighbor issues. What constitutes a legitimate complaint? **Goal:** To ensure all field officers, in particular, are aware of the laws and procedures regarding the TNR Program. **Recommendation:** To develop Operating Instructions for staff on TNR procedures which highlights pertinent laws and establishes guidelines for management of program. **Assistance:** The San Antonio Feral Cat Coalition is willing to continue staff briefings on the TNR program and would like to develop a training schedule. This would not only assist the officers but would be beneficial to The Feral Cat Coalition in educating them on particular problems within the community. Committee members would also be willing to assist in the development of Operating Procedures if assistance is needed.
2. **Registered TNR colonies: Requested information:** Would the City please inform the committee of how many registered colonies there are at present. Also, how many permits have been denied and why?
3. **Current City Laws:** There have been issues concerning Apartments and Homeowners Associations who will not allow TNR. The City Attorney answered this question. She told us that a homeowner or apartment association may not have rules that are more lenient than the city ordinances, but that association rules may be more stringent. E.g., an association may impose a 3 animal limit per residence, which is more stringent than city code; but they may not allow for 10 animals per residence, which is more lenient than city code. For this reason, it is within an association's purview to disallow cat colony caretaking.
4. **TNR Coordinator:** This committee would like to recommend the creation of a TNR Coordinator position. This would provide a consistent program and provide an immediate resource for each field officer and or ACS staff member. This position would allow ACS to develop an expert on TNR within it's own staff who could respond to public inquiries, educate the public, investigate complaints and register all colonies, etc. The TNR Coordinator is encouraged to regularly attend SAFCC TNR Workshops to provide the face of ACS to and keep in touch with residents' issues.

Follow up to the meeting:

1. ACS has assigned a TNR Coordinator:

Aimee De Contreras

287-2914

219-6663

backup – Debbie Allen 207-6657

2. San Antonio Feral Cat Coalition has trained some ACS staff and is willing to continue that training on a quarterly basis.

3. The city attorney has indicated that homeowner or apartment association may not have rules that are more lenient than the city ordinances, but that association rules may be more stringent. It is therefore within an association's purview to disallow cat colony caretaking.

4. A TNR Policy (draft) was submitted by City Staff and reviewed by this committee. Our recommended changes are attached.

Walkthrough Report
Randy Murdock
August 2009

1. The cat building was almost empty - 42 cages one day and 38 cages the next.
2. Isolation was the best kennel - animals had blankets
3. Kennel #1 Adoption - 13 empty runs
4. Cruelty - 7 officers present
5. Administration - fine
6. play yards were not being utilized.
7. No trash can liners anywhere.
8. No evacuation plan posted.
9. Kennel cards - backsliding - one dog showed up at an adoption event with "name unknown" and then others were named after states - stupid.
10. Now the adoptive animals are scattered. You have to look for the green sleeve.
Concern about spread of disease.

<u>Public Areas</u>	<u>CK</u>	<u>Comments:</u>
Reception Area Clean	✓	
Employees neatly dressed & groomed	✓	
Telephone answered in timely way		
Pollite on telephone		
Clients greeted and acknowledged		
Clients counseled in a kind manner	✓	
Educational material available	✓	
Office neat		
Lost & Found Book in order & current	✓	
<u>Common Areas</u>		<u>Comments:</u>
Grass mowed	✓	
Grass green	✓	
Entry and public area landscaped	✓	
Free of litter	✓	
Play yards clean	✓	
<u>Signage</u>		<u>Comments:</u>
Signs directing the public	✓	
Employee area clearly marked	✓	
Restrooms marked	✓	
Exits marked	✓	
Signs displaying Animal Care Services	✓	
<u>Facility</u>		<u>Comments:</u>
Emergency Lighting	✓	
Fire Alarm system		
Soft music playing	✓	
Sound control to minimize barking		
Animals displayed well to public	✓	NOT REVIEWED
Posted sign of schematic (disaster)		N/A

Comments:
17C18N16305 m 150. HSTONASZ CONTY

Kennel #	Comments:
# of empty cages	3
Runs clean - floor/sides	2015.13
Water buckets full	12/14/15 305 in 150. 12/14/15
Food bowls (picked up after feeding)	✓
One for each dog being fed	✓
Washed, sterilized/rinsed/stacked	✓
Trash cans present with liners	
Food bins stocked with food	
Waste containers present	
Drains free of feces, hair, etc.	✓
Hand washing & disinfectant present	✓
Blankets/towels in runs/cages	✓
Blankets/towels in laundry baskets	✓
Fire extinguisher present - check date	✓
First aid kit available	✓
Equipment well-maintained/stored	✓
Gloves	
Brooms	
Mops	
Buckets	
Squeegees	
Paper towels	
MSDS Sheets for chemicals used	
Chemicals properly labeled/stored	
Toys in runs	N/D
Employees neatly dressed & groomed	✓
Name Badges	✓
1/2 staff on floor	✓
Employee greets upon entry	✓
Cage area neat	✓
Cages clean-floor/sides/top/grill	✓
Employee room neat	✓

[illegible]

<u>Surgery Area</u>		<u>Comments:</u>
Clean	✓	
Water available to animals	✓	
ID bands - pink & blue - date/initials	✓	
Aggressive/too small noted	.	SGMB
Photos of animals		
Tables being used		
Veterinarians doing surgery	✓	
<u>Exam Room</u>		
Medicine bottles	✓	<u>Comments:</u>
Paper towels	✓	
Cage cleaner	✓	
All medicine/cleaners labeled	✓	
Broom	✓	
Trash cans	✓	
# of employees present	12	
<u>Sick Area</u>		
Beds		<u>Comments:</u>
Towels or blankets	✓	
Food		
Water	✓	
Clean	✓	
Meds/cleaners labeled		
<u>EBI</u>		
Clean		<u>Comments:</u>
Supplies needed in place	✓	
Quiet	✓	
Equipment in working order	✓	
Employees neat & groomed	✓	
MSDS Sheets available	✓	
Trash can for litter	✓	
Cooler clean	✓	

<u>Cruelty Investigation Offices</u>		<u>Comments:</u>
# of officers present	7	
Orderly	✓	
Neatly dressed & groomed	✓	
Cleaners labeled		
<u>Administrative Offices</u>		
Offices labeled	✓	<u>Comments:</u>
File room neat and orderly	✓	
Restrooms clean	✓	
<u>Education Annex</u>		
Restrooms clean	✓	<u>Comments:</u>
Offices clean		16 CK 520
Lobby area free of litter	✓	
Rooms clean	✓	
If occupied, note reason		
<u>Volunteer Office</u>		
Note Volunteer sign-in sheet		<u>Comments:</u>
Orientation material present	0000	
Donation items	0000	
# of volunteers in the facility		
<u>Outside Animal Area</u>		
# occupied		<u>Comments:</u>
Type of Animals		
Clean		
Cleaners labeled		
<u>Truck Areas</u>		
Clean	✓	<u>Comments:</u>
Trucks clean	✓	
If unloading, # animals		

[illegible]

ACS Advisory Board Adoption Subcommittee Report

September 8, 2009

Members: John Bellett, Chair; Rita Braetigam, ACS Volunteer/SNAP Board Member and Citizen; Marcy Lynch, ACS Volunteer and Citizen. Regular guests: Gavin Nichols, SAAF. Special guests: Gary Hendel, ACS Director.

The committee met September 8, 2009 at Joseph's Bakery from 11:30AM to 1 PM. All committee members and guests were in attendance.

Discussion Items

1. IT issues/plans. Gary says email blasts should start soon.
2. Committee's concern about low adoption numbers.
3. Need for volunteers at ACS (problems/inconsistencies that prevent ACS from retaining volunteers).
4. Concern that animals are euthanized the morning following their 3 day hold prior to a potential adopter getting to come in and possibly adopt the animal.

Deficiencies identified at this meeting

1. "I'm Available for Adoption" signs not being posted on the kennels anymore.
2. Kennel staff do not greet/interact with potential adopters as they enter and are going through the kennel.

Recommendations

1. Post "I'm Available for Adoption" signs on the kennels.
2. Have kennel staff greet and offer to assist people when they enter the kennels (have them be familiar with adoptable animals in that kennel).
3. Keep potentially adoptable animals for one full day following their three day hold.

Deficiencies previously identified and discussed that have not been corrected

1. None

Next meeting is October 6 or 13, 2009 at Joseph's Bakery from 11:30AM to 1PM.

**San Antonio Animal Advisory Board
Spay/Neuter Report
August 22th**

Committee Members

**Kathie McGowan, Chair
Dr. Melissa Draper
Ellen Lockwood
Marcy Lynch
Gavin Nichols
Michelle Molina
Kathryn Bice
Denise Abrahamson**

Introduction

The Spay/neuter committee has been working on the following items:

- a. Surgical capacity within the City
- b. Availability of qualified high volume spay/neuter surgeons
- c. Paw Project (Training Wheels)
- d. Haven for Hope
- e. Brackenridge Park Adoption/Spay/Neuter

Overview

1. Spay/Neuter Capacity

Goal : Reach full capacity for spay/ neuter surgeries

Current status: Have current facilities reached full capacity? No.

ACS, SpaySA and SNAP are reporting anywhere from 20 to 40% no shows. This is particularly true on a surgery day that is not being subsidized through a grant.

Note: Surgeries are being scheduled but not everyone is showing up for the appointment.

Reasons: Follow up calls revealed that explanations went from slept in, no money, no transportation, etc. However, SpaySA did note that many no shows said they intended to wait for a no cost surgery day. On City sponsored surgery days, SpaySA has had about a 8 to 10% no show rate.

Updates:

1. Humane Transport Model

The Humane Society intends to utilize this program once they have their spay/neuter clinic operational for the public. This program would coordinate pickup at one location where the community would meet the truck in the morning; the animal would get processed at this site and then transported to the Humane

Society. It would be beneficial to receive an update from the Humane Society after 90 days in operation to determine the effect of the program on no shows.

2. New clinic at Humane Society of San Antonio.

The Humane Society of San Antonio has opened a new spay/neuter suite. It is their plan to do about 10,000 surgeries per year. This is great in and of itself however, an additional effect of opening this clinic is that SpaySA will be able to fill 5,000 more surgeries for the public that were once reserved for the Humane Society.

Recommendations:

1. More Marketing

The City needs to spend more time educating the citizens on Chapter 5 requirements, such as Intake Permits and Litter Permits. It has been advertised on the City channel but should receive wide spread attention in city facilities, schools, libraries and Spanish speaking media.

2. Continuation of City sponsored surgeries.

City sponsored surgeries continue to aid in filling the surgery schedules. There is a much higher rate of scheduling and a higher rate of show when the surgeries are sponsored. This program should be continued.

2. Availability of Trained High Volume Spay/Neuter Surgeons

One of the key issues in reaching surgical capacity within the city is the lack of Vets trained in High volume spay/neuter surgeries.

Currently, the City has a van but lacks a Veterinarian to operate it full time. The Humane Society of San Antonio is looking for additional surgeons for its clinic. SpaySA has had difficulty filling it's surgery schedule due to a lack of qualified Veterinarians.

This committee has proposed that we seek training for local Veterinarians and develop programs for new associates and current students.

The following are notes from Vet Training and Internship Meeting 6/24/09 regarding Veterinarian Surgeons.¹

I. Where to Get Vets for High-Volume Spay/Neuter Surgery

Vet Pool	Pros	Cons
Vet Associates	<ul style="list-style-type: none"> • These folks want the training and extra compensation 	<ul style="list-style-type: none"> • They don't have the experience to be high volume.
Interns	<ul style="list-style-type: none"> • These folks want the training 	<ul style="list-style-type: none"> • They aren't ready for high volume surgery
Military Vets (Active or Retired)	<ul style="list-style-type: none"> • These folks want the training 	<ul style="list-style-type: none"> • Maybe worth exploring
Retired Vets	<ul style="list-style-type: none"> • These folks may want the training and extra compensation • They would have the time for it 	<ul style="list-style-type: none"> • Would need practice to be high volume
Relief Vets	<ul style="list-style-type: none"> • These folks may want the training and extra compensation • They have flexible schedules • VMABC has a listing of these vets 	<ul style="list-style-type: none"> • Would need practice to be high volume • They might jump to a better gig if it was available
Emergency Room Vets	<ul style="list-style-type: none"> • These folks may want the training and extra compensation • They might have flexible schedules 	<ul style="list-style-type: none"> • Would need practice to be high volume

II. Vet Training

a. How to do it

i. Humane Alliance Vet/Extern Program

1. Need to work up the total cost of training (training, travel, lodging, meals)
2. We need to develop a "contract." If we send someone off for training, we need to get a specified amount of work out of them

¹ Notes recorded by Gavin Nichols

when they return. The appropriate amount of work needs to be determined.

ii. Local Workshop

1. Kenneth would like to see a local workshop for vets that don't have the time to go up to North Carolina for a few days.
2. Could be held at ACS.
3. Could be conducted by local high volume surgery experts. We might be able to get Humane Alliance to send someone.
4. Training would be combination of formal presentation and wet lab.
5. Would need to get CE credits approved by the Texas VMA.
6. Would need to be sponsored
 - a) Costs of supplies, lunch, etc.
 - b) Pharmaceutical reps might sponsor
7. Best date for first training is 3rd week of September.

b. Best way to get money for Humane Alliance training

i. Grants for VMABC, SpaySA, and/or SNAP

1. Kenneth would welcome someone else writing a grant on behalf of the VMABC.

ii. Gary Hendel has a to do to see if some of the ACS budget for spay/neuter can be applied to training expenses.

iii. See if there are any government programs that have money to address pet overpopulation. Maybe that could be source for training dollars.

III. Action Items

Action Item	Responsibility	Date
1. Put article in VMABC newsletter about relief vets doing surgery at the high-volume clinics. Have them contact Sharon Gregory if they are interested.	Kenneth	By next newsletter
2. Write up training plan for local high volume surgery training. Include one day of service for free training and CE's.	Kenneth	
3. Determine best day of week for training.	Kenneth	
4. Get with Pfizer and see if they will sponsor the training.	Melissa	DONE
5. Determine if ACS can host the training.	Melissa	

	Action Item	Responsibility	Date
6.	Find out about CE credits.	Kenneth	
7.	Research government programs that might be tapped for funding.	Gavin	7/2
8.	Develop the training commitment "contract."	Gavin	7/10
9.	Determine costs, schedules, and process for Humane Alliance Vet/Extern Training	Gavin	7/2

IV. Scholarship for Residency Program Next Steps

	Action Item	Responsibility	Date
1.	Talk to Oklahoma State Dean about the residency program concept and how OSU could promote it.	Kenneth	
2.	Talk to Louisiana State Dean.	Melissa	
3.	Talk to Texas A&M Dean	Melissa	
4.	Find apartments that could be used for the program and for intern programs.	Gavin	

3. Training Wheels

Training Wheels will now be known as the Paw Project.

The following is the minutes from the last PAW Project meeting.

Name: PAW Project (PAW stands for pet assistance and welfare)

Members:

Michelle Molina, Chair. Members, ACO Charles Gibson, Lisa Norwood, Jacy Peralta, Laura Cantu, and Shelley Lewis.

LOGO and Booklet: Shelley will coordinate with Molly Walker of Drew Walker regarding the logo and booklet layout. Molly Walker has interns on staff at Drew Walker and is on the AAPAW Communications Committee. A paw with a heart in the center has been discussed for the logo.

Booklet content: Lisa has forwarded the current SA Training Wheels booklet to the PAW Project committee to read and revise. The Ordinances will be added to the booklet towards the end. Charles will review ordinances with particular interest and input. Shelley will coordinate the booklet being translated into Spanish.

Lisa has contacted the City Print Shop and when revised they will do the printing.

AAPAW Resource List of Local Veterinarians and Dog Trainers:

The resource list will be independent of the booklet. It will list local veterinarians and dog trainers. The dog trainers are providing free services.

Supplies: It was agreed the supplies need to be stock piled prior to the Volunteer training beginning.

The shipments of supplies need to happen on a monthly (continuous) basis.

Shelley and Michelle are contacting different companies for donations. Lisa will review all letters of request.

Donations in storage:

Shelley has dog training treats available. Expiration: November.

Kathie McGowan of SpaySA donated supplies of IAMS dog food samples, sm. bags and food measuring cups. Dog food samples expiration: December.

Storage provided for all supplies at ACS.

Target Areas:

The PAW Project will not be conducted with City Sweeps.

Charles will post (and track) the district's where the PAW Project is requested to visit.

Each district ACO would request the PAW Project to visit targeted areas through Charles.

ACO's are now to heavily coordinate with their district's City Council member. The City Council member can also request the PAW Project to visit their district through their ACO coordinating with Charles.

Charles will speak with Debbie Allen about the PAW Project following a more structured

schedule for volunteer coordination. (Needs to be approved through Debbie Allen.)

PAW Project would also like to be able to suggest target areas. (Needs to be approved through Debbie Allen.)

Volunteers: Shelley and Charles will work together in coordination of training and volunteers. Shelley will serve as primary volunteer coordinator.

Yahoo-ACS/AAPAW-Group Communication: All members to be able to communicate, view PAW Project Schedules and Volunteers. (Kathie, I need to find out more info on this. Shelley is setting this up like the AAPAW communication.)

Target Dates:

Sept. 1, 2009 - Volunteer Training to begin

Oct. 1, 2009 - 1st The PAW Project Walk

Next Meeting: August 17, 2009 - 2:00-3:00 at ACS

4. Haven for Hope

Goals for Haven for Hope □ Combining the national best practices found at over 150 facilities throughout the USA, the vision for Haven for Hope is to provide a wide range of social services in order to meet the needs of San Antonio's homeless community in a "single-multiservice-campus" setting

Critical campus services include education, job training, day care, substance abuse treatment, medical care, identification recovery, case management, animal care services, hygiene, etc. □ □

Animals will be allowed on the campus of Haven for Hope and with that in mind a committee was formed to assist the staff at Haven for Hope in developing animal protocols and establishing a volunteer management program. There is currently an agreement in place for the City to provide vaccinations and spay/neuter surgeries.

5. Brackenridge Park Adoption and Spay/Neuter Center

I think that there needs to be a consensus by those who provide spay/neuter services whether we need another stationary clinic or whether considering the limitation of funding it would be more prudent financially and better business planning to expend

funds for Veterinarian training and toward more accessible and more immediate spay/neuter options such as Mobile and Mash Units.

Conclusion

1. San Antonio has the following spay/neuter clinics:

a. Full time spay/neuter clinics

SNAP – stationary and mobile

SpaySA – stationary and working on creating a MASH unit

b. Shelters providing spay/neuter surgeries for their own animals and public owned animals

Animal Care Services – Stationary and Mobile

Animal Defense League - Stationary

Humane Society of San Antonio - Stationary

2. Not all clinics are reaching their surgical capacity.

3. There are not enough high volume qualified spay/neuter surgeons to fill the needs of the current operational spay/neuter clinics.

Recommendations

1. Spay/Neuter Capacity

Provide more education and advertisement on the requirements of intake permit and litter permit ordinances in order to assist the spay/neuter clinics in reaching their full surgical capacity.

Continue to provide free spay/neuter surgeries

2. Veterinarian Training

Increase the number of Vets providing high volume spay/neuter. Seek out funding to provide training for licensed Vets at Humane Alliance. Seek out funding to offer incentive

programs for new graduates which could assist with education costs based on the number of hours they spend at Non profit spay/neuter facilities or clinics associated with shelter programs.

3. Paw Project (training wheels)

Recommend full Implementation of the Paw Project. This program will reach the community at the grass root level and ascertain the neighborhoods requiring spay/neuter services. This program will be vital in establishing the link between services available and those that need those services.

4. Brackenridge Park Adoption and Spay/Neuter Center

The process of pursuing funding, developing plans, and building the facility may take years. This delay may mean that the development of such a center may not have an effect on the City's 2012 objectives.

In addition, in the past there has been much discussion of storefront access for both adoption and spay/neuter clinics. This approach would allow for more immediate access to services. It would also allow more flexibility in placing adoption centers and spay/neuter clinics in appropriate neighborhoods.

Perhaps an evaluation of where services are needed would be appropriate. For instance, more services are required for spay/neuter surgery in Districts 3, 4 and 5 and there are no adoption sites on the Northwest and Northside 1604 corridor.

Suggest that the City place their Van at the Brackenridge site weekdays for surgery and weekends for adoption to evaluate the need for both of these services in this community. Also suggest that this evaluation be spanned over several months in order to accurately determine the need.

Animal Care Services Advisory Board
Operations Sub-Committee
September 30, 2009

Areas of Concern	Comments	Response
1. Web site	<p>Natalia Fernandez, the new person assigned to update the website, met with us to begin the meeting. Natalia presented the committee with handouts showing that the City of San Antonio is currently redoing their templates and will roll out the new look in a few weeks. Comments were made were about the current website and suggestions made for the new one. We suggested easier navigation to find pets for adoption, lost pets, and esp. animals that are in the shelter. Suggested not by breed first but by size, weight, breed, then color. Pet Portal was suggested. Suggested calling Jay Pennington. Have link to approved rescues. Have Pet of the Week. Adoption page should be a marketing tool. Need synopsis of Chapter 5.</p>	<p>The City is redoing the template and this will be ready in a couple of weeks. Natalia is taking suggestions for the new web site.</p>
2. Real Mascots	<p>Need for a dog and cat who represent ACS when talking to the media. San Francisco SPCA had such a dog and cat and put their pictures on everything!! Great marketing tool.</p>	<p>This is a good suggestion and will be considered.</p>
3. Sign in Kennels	<p>No pictures???</p>	<p>Checking on this.</p>
4. Need Policies & Procedures	<p>Anticipated completion date?</p>	<p>Vincent will have it in a couple of weeks.</p>
5. Need job descriptions		<p>Being redone and about 50% complete.</p>

Animal Care Services Advisory Board
Operations Sub-Committee
September 30, 2009

Areas of Concern	Comments	Response
6. Signs on cages (appealing descriptions)	Have not kept up with this.	New system: green sleeve - adoption; orange sleeve - rescue - Kennel card, then put profile behind it for owner surrender; have people doing adoption events fill out a profile; and employees working with the animals add to the profile
7. Names for animals	Dog came to adoption event with "name unknown". Those who had names were named after states - could have found better source for names.	Baby name book for use of naming only.
8. Too few animals up for adoption		Will find out how many are greensleeved vs. # here for 3 day hold.
9. Request script given to 311 operators	Told there were 15 questions. Can time slots be filled with animal-only operator since there are so many calls coming in? John Bachman got script that is 42 pages long through the Open Records Act.	Will get the 10 - 15 questions from Debbie Allen.
10. Request organizational Chart		Given.
11. Open Sunday afternoons for adoptions	Missing out on opportunity for adoptions.	Talking about it with Jacy Peralta.

Animal Care Services Advisory Board
Operations Sub-Committee
September 30, 2009

Areas of Concern	Comments	Response
12. Request 72 hour history - intake, disposition, #'s going to each place, truck runs, euthanasias, return to owner, owner surrenders	This will give us the timeframe to determine why there are so many empty cages/runs to determine why this happens so often.	Will do a report through Natalia for past history. This will show the progression of animals coming in and their disposition.
13. Employees out on floor to greet	A doorbell could be installed if someone needs assistance.	AARP position to work on this.
14. Signage on buildings that can be changed if needed	#s on buildings are not sufficient. Need slide-in name!	Laura Cantu is working on this.
15. Name tags for employees	Need name tags with first name only for employees, esp. for feedback about service	Will do this.
16. Supervisors pictures and name	Put up slide-in slots (like HEB manager) with a picture of the Supervisor along with name.	Will do this inside the glass showing on both sides.
17. Blankets & toys in runs	Marketing products requires pleasing to the eye blankets and toys. ACS needs and should change the image to reflect caring.	Will find out from Jacy.
18. Adoptions	Why not give away a collar & leash/carrier for cats. Why have to prove vaccinations/spay/neuter of current pets? This discourages adoptions when people don't know that they have to produce these papers. This was never done at ADL.	This can be done - will find out how they are going out now.

Animal Care Services Advisory Board
Operations Sub-Committee
September 30, 2009

Areas of Concern	Comments	Response
19. No evacuation plan posted in kennels	This is the law.	Even when obvious, this needs to be done.
20. MSDS Sheets	Employees asked did not know what they were.	Will find out.
21. Crematorium	When raining, the controls were getting wet. This is a danger to employees.	Will check on.
22. Request Rescue Policy	Need to work with rescues on standards with site visits to aid them in their passion.	Done with Rescue Summit
23. Need for more approved rescue groups	There are currently only 8 - 10. There used to be between 30 - 40 groups.	There are currently about 20 and new emails came in at the Rescue Summit.
24. Need for a go-to person	We used to go to Hugo. To whom to we go now?	New person starting October 1.
25. Pet Tip Signs in Kennels	I gave examples from San Diego Humane Society. This would make the kennels look a lot more people friendly. This is a great marketing tool also.	Hugo had them. Sallie Scott will work with volunteers in getting this completed with approval from Gary Hendel.
26. Pet Care Brochure	Translation into Spanish (Tex-Mex)	Will check with Nadia.

**Consortium No Kill 2012 Progress Report
August 2009**

I. INCREASE COMMUNITY AWARENESS AND OWNER RESPONSIBILITY

Awareness campaign

The Consortium has engaged the Drew/Walker agency to help with rebranding the No Kill initiative, to include a new name and logo. This work is underway. First draft concepts will be delivered September 22nd and should be finalized by mid-October.

Education

Educators at Texas A&M San Antonio and P-16 program school districts have continued developing the Service Learning program to integrate responsible pet ownership and volunteer programs into the curriculum. Their goal has been to complete the work in summer 2009 and to formally launch the program at the beginning of the 2009/2010 school year. At this point, they have not met their goal. The Responsible Pet Ownership curriculum has been published on the Texas A&M University—San Antonio website. The next step will be to publish lesson plans tied to the Texas Essential Knowledge & Skills ("TEKS") standards.

We have distributed the comic books that were underwritten by Sea World. The comic books have been used by the ACS summer Parks and Rec program, the ACS School visit program, the Early On program (KLRN), and the AAPAW Community Outreach program. The comic books have been very well received by the children. We only have one carton of about 750 comic books left and are trying to find sponsors to print more.

The Humane Society of San Antonio sponsored the Volunteer Management for Animal Shelters Workshop on August 14th as part of our Broad Based Education Program. Betsy McFarland of the Humane Society U.S. and Joanna Johnson of the Austin Town Lake Animal Center presented the workshop. About 30 people from area animal shelters and adoption groups, including folks for ACS, attended.

II. REDUCE THE NUMBER OF STRAYS/HOMELESS ANIMALS

Spay/Neuter

Statistics for August are included as an attachment to this report. In four high-volume clinics, we performed 3,344 surgeries in August and have performed 33,917 surgeries fiscal year to date. This is 19% more than were done during the same time period in 2008. In addition, the Humane Society of San Antonio has brought their clinic on-line and will be adding their numbers to the total.

Work is underway to increase the number of vet surgeons that would be available for high volume surgeries at our clinics and for spay day events. We are seeking grants to send vets to the Humane Alliance of Western North Carolina for intensive training.

Pet Retention

As reported last month, development of an area-wide Pet Registry system is underway. It is being developed as an integrated component of www.SApets.com. Full development of the system is estimated to be 6 months.

The Programs Task Force is defining on a program to increase returns of lost pets to owners and to decrease the number of pets that are surrendered to ACS by their owners.

III. PROMOTE BEST PRACTICES AMONG ALL ANIMAL CARE ORGANIZATIONS

V. SECURE NEEDED HUMAN AND FINANCIAL RESOURCES

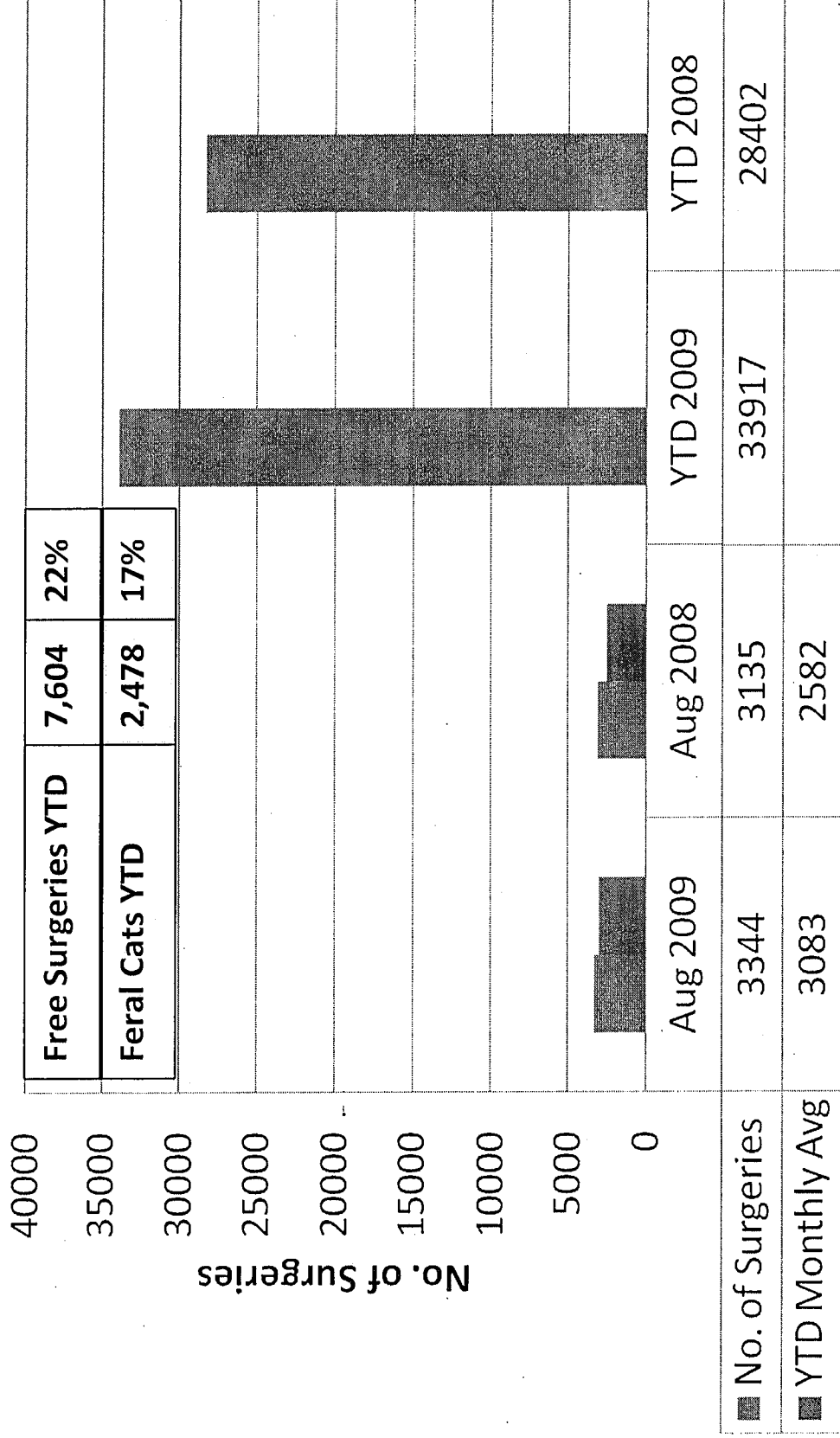
Fundraising efforts are being refocused on corporate donations.

VI. FOSTER DEVELOPMENT OF CONSORTIUM OF PARTNERS

Consortium

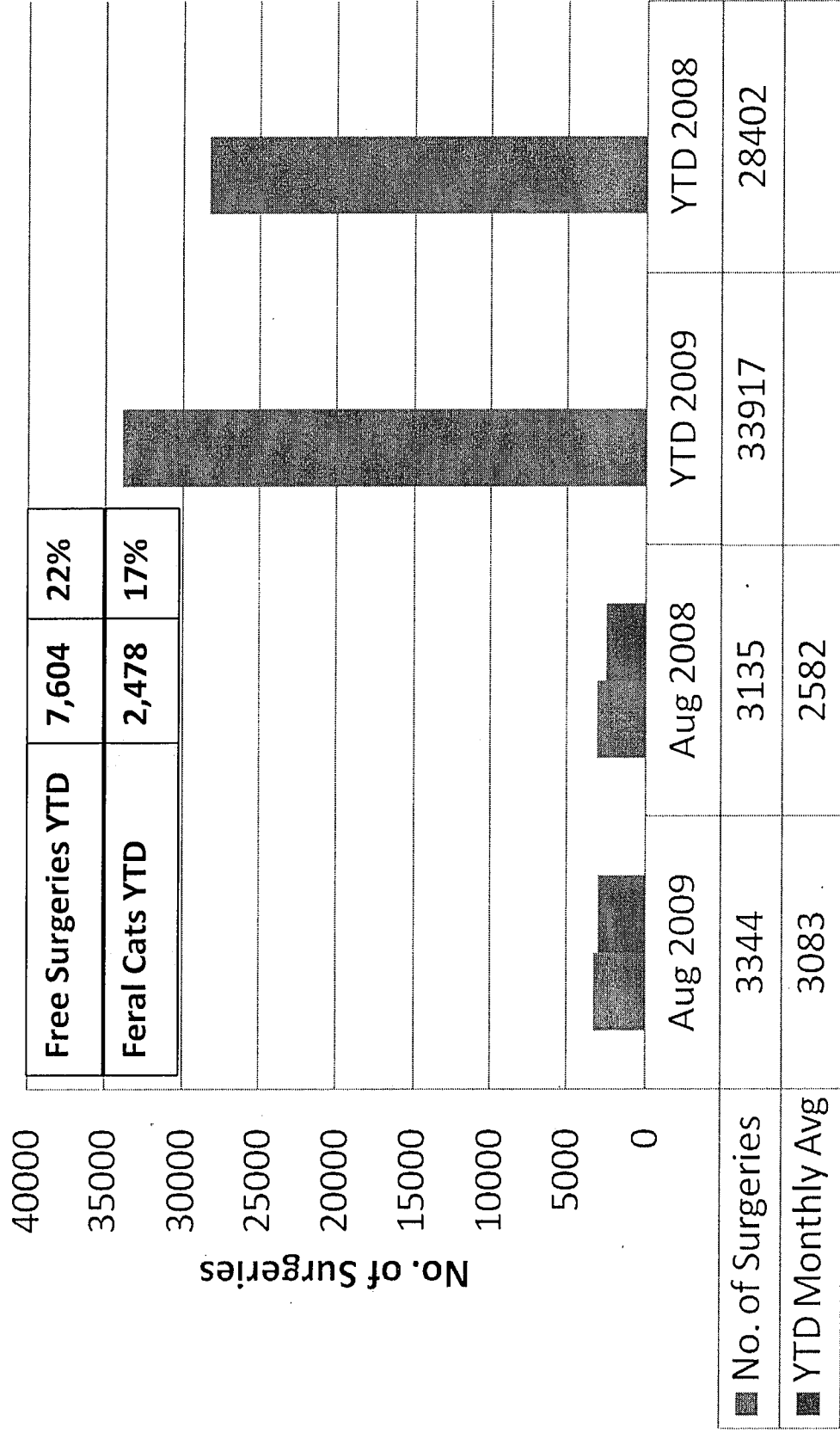
The next Consortium meeting will be November 11th. Father Eddie Bernal, pastor at St. Benedict Catholic Church has joined the Consortium.

Spay/Neuter Surgeries (Fiscal YTD)



This data is for the high volume clinics only: ACS, ADL, SNAP, and SpaySA

Spay/Neuter Surgeries (Fiscal YTD)



This data is for the high volume clinics only: ACS, ADL, SNAP, and SpaySA

Alamo Area Partners for Animal Welfare
Report to Animal Care Services Advisory Board
September 30, 2009

Board Positions

Deanna Lee was formally voted in as the new President of AAPAW on September 10, 2009. Mollie Walker was welcomed to the Board. She will head the Communications Committee. Lynnne Bunten will head the Spay/Neuter Committee.

AAPAW Rescue Desk at ACS

AARP has a program called the Senior Community Service Program. This is a work training program for eligible job seekers age 55 and over to gain skills and work experience so they can successfully compete in the job market. There is no cost to the "host" agency. Two workers are proposed. Each is limited to 18 hours per week - 6 hrs/day, 3 days/week each. The job placement is up to one year in duration. AAPAW would work with ACS in interviewing, training, and supervising. AAPAW, ACS, and the San Antonio Area Foundation team would present a proposal to the ACS Director, which would include a job description, objectives, success criteria, goals and measures. Ongoing reviews would be essential. This should increase transfer to rescue and is a win-win for everyone.

Non-Profit Resource Center Workshops

The non-profit Resource Center has agreed to present progressive capacity-building 12 courses to be given over a year offered to AAPAW members. Ten participants are required for a class to make. The participants must represent different groups. Cost would be \$10 per class. Topics include:

- 1) To be or Not to be a 501c3?
- 2) Orientation to Proposal Writing
- 3) Resources for Grantseekers
- 4) Fundraising 101
- 5) Board Basics
- 6) Board Governance
- 7) Budgeting for Nonprofits
- 8) Financial Reporting and 990s
- 9) Technology
- 10) Strategic Planning - The Role of Board and Staff
- 11) Leadership Styles and Employee Management
- 12) Managing Volunteers

Alamo Area Partners for Animal Welfare
Report to Animal Care Services Advisory Board
September 30, 2009

Upcoming Events

October 4 - San Jose Mission 10:30 a.m. - 2:30 p.m.
Blessing of the Animals; ACS spay/neuter van/information dispensed,
obstacle based games, free microchips, vaccinations.

October 17 - Rosedale Park - Octoberfest AAPAW will have a pet show.

PAW Project ready to start in October.

City of San Antonio
Department of Animal Care Services
Director's Report
September 30, 2009

Chameleon Software

ACS brought a trainer, Bryce McCaughey for four days, August 31-September 3 for employee training on new Chameleon upgrade. The Chameleon system was upgraded and 49 employees were trained with the new software upgrade. In addition, we were able to set up Post Master and also to successfully send an e-mail through postmaster.

Clinic Operations

1. This past Saturday ACS clinic staff conducted a vaccination clinic and handled over 200 animals, the most for a clinic this year.
2. Our shelter veterinarians completed 725 spay/neuter surgeries in September, more than any other month of the year.

Volunteers

ACS is currently evaluating a senior citizen program through AARP to assist with adoptions and showing animals. They will work 18 hour a week.

Budget FY 2010

As clarification, City Council approved a budget for FY 2010 that eliminated 11 positions. A recent Express News article wrongly stated that these cuts were reinstated.

Killarney case

Animal Care Services is handling a case involving suspected hoarding in the 100 block of Killarney. The department's cruelty investigators removed close to 20 animals from the home and the investigation was done in conjunction with Housing and Neighborhood Services, SAPD and Adult Protective Services. More than half the animals were transferred to the Humane Society and the Animal Defense League.

Signage

Animal Care Services has added signage to the outside of the Field Operations and Veterinary Hospital buildings. This is part of the department's ongoing efforts to make campus buildings easily identified by the general public. It will also satisfy a request by the Animal Care Services Advisory Board to place signs on all ACS buildings. In the coming months ACS will add signage to the Annex, Administration, as well as the Dog and Cat buildings. The department is also exploring ways to enhance the visual appeal of these buildings to our customers.

Building Repainting

Since the facility first opened, staff noticed the paint on several buildings has deteriorated, which caused these new buildings to appear aged and discolored. Several months ago ACS staff requested that Purchasing and Contracting Services intervene to determine whether the building paint was still under warranty. It was discovered not be. This week and next the buildings will be repainted at zero cost to the department and will not disrupt any access required by citizen or any other operational functions.

Dog critically burned in animal cruelty case

A local teen was arrested and faces charges of cruelty and arson for deliberately burning an old English Bulldog, who has been renamed Churchill by ACS staff. Animal Care Services impounded Churchill and is caring for him at a local veterinary hospital, with medical costs now exceeding \$10,000. We have asked for the public's help in providing donations to pay for this care and have raised slightly less than the \$10,000 needed, with some additional medical care yet to come.

Churchill was burned by an incendiary device a minor made utilizing a bottle of cologne. The dog sustained severe burns over much of his back, abdomen and genital area. The San Antonio Police Department and Arson Investigators with the Fire department are working with Animal Care Services on the case and the teen faces potential charges ranging from reckless animal cruelty to felony arson.

Rescue Summit

ACS conducted a Rescue Summit September 23, 2009, in the ACS annex training rooms. Topics covered were how to recruit and retain a volunteer force, fundraising 101, information presented by our own Dr. Draper on the Asilomar Accords and standardized screening, and shelter manager Jacy Peralta presented our updated rescue policy. Further rescue training is planned to help build capacity.

\$500,000 Building Structure

City Council approved \$500,000 to build an additional kennel building on our ACS site to be used strictly to handle stays. We expect this will result in an increased number of strays picked up during the year but we are partnering with our rescue partners, including ADL and HS, to coordinate them pulling animals the day before our sweeps. Details on this operation will be presented to the Advisory Board next month.

North Star Mall

Met with mall agent regarding outreach adoption events. ACS will be partnering with North Star Mall and take place in a Santa parade in Mid November. We will be bringing dogs to take pictures with the mall Santa for 4 Mondays from 6p.m.-9p.m. in the month of October.

Chapter 5 Review

Debbie Allen is the chairman and coordinating the committee. ACS is currently working in developing the committee and partnering with various members from ACS board, AAPAW, SAPD and Code Compliance.

Developing a Responsible Pet Owner Divergence Program

ACS field division has been working in developing a program which will assist in educating citizens in San Antonio with city ordinance. This program will provide citizens the opportunity to attend a class on responsible pet ownership instead of receiving citations for 1st time offender. The purpose of the education program is basically to channel people away from the court system.

Animal Care Services
Director's Report For the Advisory Board
Aug-09

Fiscal Year 2009 Budget			
Revenue Collected	Projected	YTD Collected	% Collected
Licenses	\$ 95,160	\$ 135,718	143%
Bexar Cty Interlocal Agreement	\$ 605,000	\$ 624,733	103%
Insepction Fees		\$ 3,875	#DIV/0!
Training Fees		\$ 725	#DIV/0!
Animal Control Fees	\$ 60,424	\$ 55,209	91%
Animal Processing - Non City		\$ 8,289	828900%
Spay/Neuter	\$ 81,265	\$ 65,344	80%
Vaccine	\$ 199,224	\$ 168,339	84%
Permits & Other		\$ 190	#DIV/0!
Owner Surrender Fees	\$ 12,741	\$ 25,214	198%
Total Revenue Collected	\$ 1,053,815	\$ 1,087,636	103%
Expenditures	Allocated	YTD Expended / Encumbered	% Expended
Personal Services	\$ 5,177,996	\$ 4,734,884	91%
Contractual Services	\$ 965,305	\$ 720,044	75%
Commodities	\$ 702,012	\$ 814,744	116%
Scheduled Line Items/Other Exp	\$ 1,653,583	\$ 1,231,136	74%
Capital Outlay	\$ 297,997	\$ 264,139	89%
Total Expended	\$ 8,796,893	\$ 7,764,947	88%
Donations			
ACS-FACILITY DONATION FUND	237000000040	\$ 4,592.11	
ACS-GENERAL OPERATIONS	237000000060	\$ 29,835.11	
ACS-ADOPTION CENTER	237000000061	\$ 2,611.89	
ACS-FOSTER PROGRAM	237000000062	\$ 1,033.00	
ACS-RESCUE PROGRAM		\$ -	
ACS-SPAY/NEUTER	237000000064	\$ 1,260.00	
ACS-VOLUNTEER SERVICES	237000000100	\$ 447.46	
Total		\$ 39,779.57	

Public Information Report
Compiled by PIO Lisa Norwood
July 2009

Cesar Millan PSA

Animal Care Services is working with the Cesar and Ilusion Millan Foundation to produce a :30 second PSA for use in the local television and radio market. The public service announcement will be done in both English and Spanish and will focus on the importance of Spay/Neuter. A script has been sent to the foundation for their review and production is expected to take place in August.

Pit Stop

Animal Care Services is working with SpaySA on a campaign to promote the sterilization of pit bulls in our community. The second annual Pit Stop is an extension of a program originally begun by ACS last year to encourage spay/neuter for pit bull owners. Underwritten by Animal Care, SpaySA will offer 200 FREE surgeries for bully breeds. The new program has already received media coverage by both the Express News and KENS TV. It has also been featured on the ACS mysa.com blog.

Paws for Smiles

Animal Care Services is again partnering with the local dental chain, The Smile Center, to host a day of adoption events that will have heavy advertising and promotional support. The Smile Center has recently expanded and now offers four locations in San Antonio—ACS will do simultaneous events at each of these locations January 9th. In addition to the adoptions, the ACS mascots will play a major role in several planned photo opportunities for the media.

Council events

In a continued effort to augment community outreach, ACS has been participating in a slew of council specific events including large scale activities in District 4, 5 and 6. While at the events as guests, ACS has still been able to leverage our attendance with inclusion in some media coverage of the events themselves.

Animal Care Services generated 30 media stories since the last advisory board meeting in July. 5 news releases were issued to local media outlets.

**City of San Antonio
Department of Animal Care Services
Staff Reports – August 2009**

Summary

Adoptions Program:

A total of 242 animal adoptions were realized during the month of August 2009. During the month of August, ACS participated in numerous offsite adoption events. During this period, ACS also transferred 105 animals to various rescue groups.

Volunteer Program:

During the month of August 2009, Interim Volunteer Coordinator Danni Alcantara reports the following: ACS volunteers worked a total of 802.14 hours at offsite events/locations and at the shelter. Based on these hours, it is estimated that the volunteers

Shelter Manager's Report.

For the month of August 2009; there were a total of 2207 animals brought into the ACS facility. Of these animals 1229 were strays, 109 were returned to owners, 171 were transfers and 1464 were euthanized.

Animal Care Services Field Citations - Fiscal Year 2009



**SAN ANTONIO
ANIMAL CARE SERVICES**

[illegible]

[illegible]

Month	ACS Dog Spays <40 lbs.		ACS Dog Spays >40 lbs.		ACS Dog Neuters <40 lbs.		ACS Dog Neuters >40 lbs.		ACS Cat Spays		ACS Cat Neuters		Owned Dog Spays <40 lbs.		Owned Dog Spays >40 lbs.		Owned Dog Neuters <40 lbs.		Owned Dog Neuters >40 lbs.		Owned Other		Feral Cat Spays		Feral Cat Neuters		Totals	
October	111		11		21		28		32		45		78		50		20		42		16		4		14		16	590
November	52		4		10		21		24		52		36		70		21		53		17		6		20		19	484
December	89		6		15		37		17		18		36		24		14		20		11		2		14		8	420
January	84		15		15		63		38		21		9		22		17		27		15		1		9		7	433
February	79		7		23		34		25		18		49		13		2		8		6		3		17		29	392
March	77		18		11		40		31		42		77		23		16		17		11		20		32		29	537
April	70		12		9		12		8		5		2		9		1		5		5		2		20		13	238
May	78		5		21		70		71		17		23		5		1		5		5		1		15		29	417
June	112		8		17		41		38		120		96		14		3		14		5		12		43		34	658
July	97		7		14		41		35		97		117		10		12		27		14		26		51		40	669
August	91		15		7		43		32		97		61		29		6		25		8		25		68		59	648
September	0		0		0		0		0		0		0		0		0		0		0		0		0		0	0
Total Surgeries	940		108		163		430		351		532		584		269		113		243		113		102		303		283	5,486